



**Project Management Office ~ 124 Bull Street, Savannah, Ga 31401**

**Mr. Kelvin Lewis, Sr. PM**

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**E911 RRC Lead Team Meeting**

**Meeting:** RRC Lead Team Monthly Meeting    **Date/Time:** Wednesday, May 12, 2021/11a.m.

**Meeting Type/Place:** Via Teams

<b>Meeting called by</b>	Kelvin Lewis	<b>Attendees:</b> Chuck Kearns, Diane Pinckney, Nick Batey, Jeff Hadley, Lara Hall, Russ Palmer, Aaron Thompson, Wade Simmons  <b>Absent:</b> David Anderson
<b>Type of meeting</b>	Status/Update	
<b>Facilitator</b>	Kelvin Lewis	
<b>Note taker</b>	Lisa Montague	
<b>Timekeeper</b>	None	

**Discussion:** Monthly minutes from 10 March 2021 were submitted in advance to the team for review.

**Conclusion:** Minutes were passed as satisfactory; Motioned by Chuck Kearns, 2<sup>nd</sup> by Diane Pinckney.

**Discussion:** EAB Update(s)

**EAB Meeting** – The last meeting was held January 20, 2021. There was nothing in those minutes pertaining specifically to this team. Mr. Lewis reminded everyone that the EAB minutes are posted on the EAB website for review at any time.

**Discussion:** Public Safety Information Program Funding

**Conclusion:** Kelvin Lewis reported to the team that total cost for funding is in extensive discussion and consideration. The county’s legal team has drafted an IGA that will be submitted to all municipalities and agencies that will define everything at length along with a breakdown of the interfaces and what each entity can expect to pay over the next five (5) years.

**Discussion:** SOP – Citizens Complaints – 911 in Progress Traffic Stop

**Conclusion:** Diane Pinckney reported that the policy was drafted and submitted for approval before the policy is presented to the EAB for approval. Since so much time has lapsed, Diane Pinckney has agreed to resubmit for review. Pinckney reviewed with the team that the policy was drafted based on a Facebook post/report. K. Lewis asked D. Pinckney to send the draft to Lisa Montague for distribution (for future tracking purposes). Nick Batey expressed that each law enforcement agency should be ultimately responsible for how they would handle this type of situation. D. Pinckney stated that this SOP does address that each agency is expected to have something in place to address this type of issue. Everyone is asked to provide feedback by Friday, May 14, 2021 in an effort to finalize prior to the next EAB Meeting (Wednesday, May 19, 2021).

**Discussion:** Committee Reports

**EMS:** Chuck Kearns: No Report

**Fire:** Wade Simmons: Nothing new to report. Concern: time to train for the new CAD coming on board. Kelvin Lewis advised that there will be a structured training and roll-out for the new system. D. Pinckney reminded everyone that we are still affected by the pandemic and noted that salary is a very important issue with regard to staffing as well. W. Simmons suggested part-time staffing just to get some positions filled; D. Pinckney confirmed that there is a part-time pool utilized. D. Pinckney also stated that a collaboration is underway with Human Resources to reclassify positions; establish a job fair; educate the public on what happens in the 911 center;

and aggression toward hiring to get the positions filled as quickly as possible. K. Lewis recommends working with local colleges to put in classes/introduction to help get students interested in this line of work. D. Pinckney stated that prior to this method, a better salary is being sought first to make the position(s) more attractive. D. Pinckney stated that the base-pay has not been adjusted since prior to January 2019; however, all pay scales are being reviewed to include shift differentials. Russ Palmer noted that training time has been modified to get applicants ready for the position in addition to a few other modifications; but the pay is a major reason for not getting interested applicants.

**IT/Radio:** Nick Batey: Last meeting was held March 25, 2021. A copy of the minutes were forwarded to Kelvin Lewis. Participation is low right now, but the committee is pushing forward with meetings. Connection to the CAD was the main topic in the last meeting. Rick Edgecombe is doing a follow-up with CST. Funding structure is also a “hot topic” in the meetings. PD and Fire participation is needed so he will be pushing to get more people interested. No recommendation for the EAB at this point. K. Lewis offered to help with attendance if necessary.

**GIS/Mapping:** Lara Hall reported – MPC completed Current State Assessment March 2021; a team has been developed to work through the Current State Assessment and development; a new GIS position has been approved and applicants are under view.

**Law Enforcement:** Jeff Hadley: No Report (Chief Hadley had to leave the meeting early due to another engagement).

**PSAP:** Diane Pinckney: Most of this report was discussed during Fire’s reporting. However they are in an aggressive hiring phase and streamlining the administrative operation of the 911 center.

**EMA:** Aaron Thompson: No Report at this time and no recommendation for the EAB. Preparation for the upcoming hurricane season is underway. Brunswick did call for assistance with a fire that we were able to assist with.

**Discussion:** New Recommendations: None

**Conclusion:** N/A

**Discussion:** Old Recommendations: None

**Conclusion:** N/A

**Discussion:** New Business

**Conclusion:** No New Business presented

## Agenda Topics

- Monthly Minutes
- EAB Update
- Old Business/Action Items
  - CC\_PSIP Funding Source
  - SOP-Citizens Complaints-911 in Progress Traffic Stop
- Committee Reports
- New Recommendations
- Old Recommendations
- New Business

Actions	Responsible	Deadline
(1) SOP – Citizen Complaints – 911 In Progress Traffic Stop – Review and provide feedback. <b>Everyone is asked to submit feedback</b>	Diane Pinckney Lisa Montague	Forthwith

Actions	Responsible	Deadline
by Friday, May 14, 2021 (prior to next scheduled EAB Meeting)		
(2)		

**Special Note(s):** N/A

Meeting adjourned: 12:06 p.m.

**Next Meeting Date/Time:** Wednesday, June 9, 2021 (an in person meeting is to be considered)